EXAMPLE STANDARD FORM 44

U.S. GOVERNMENT PURCHASE ORDER-INVOICE-VOUCHER			
DATE OF ORDER *Date Paid*	ORDER NO *1*		

PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*

P
A
Y
E
E

Seller's name and address

FURNISH SUPPLIES OR SERVICES TO (Name and address)*
Purchasing unit's name and address

SUPPLIES OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
Items must be itemized or			
the itemized invoice must			
be attached			
hammer	2	2	$4.00
nails	6	0.1	$0.60

AGENCY NAME AND BILLING ADDRESS *	TOTAL	
P *Finance Office name and address* A Y O R		$4.60
	DISCOUNT TERMS ....% ....DAYS	
	DATE INVOICE RECEIVED	

ORDERED BY (Signature and title)

FOO's signature and title

PURPOSE AND ACCCOUNTING DAT.

Accounting Classification from PRC

PURCHASER- To sign below for over-the-counter delivery of items

RECEIVED BY	*Authorized Receiver Signature*	
TITLE	*Self expl*	DATE *date rec*

SELLER- Please read instructions on Copy 2

☐ PAYMENT RECEIVED $............................ ☐ PAYMENT REQUESTED $.............................

NO FURTHER INVOICE NEED BE SUBMITTED

SELLER BY.....*sellers signature.* .... (Signature)	DATE *date sold*

I certify that this account is correct and proper for payment in the amount of $................................... (Authorized certifying officer)	DIFFERENCES	
	ACCOUNT VERFIED CORRECT FOR BY............................	

PAID BY ☐ CASH OR................................ (Check No)	DATE PAID	VOUCHER NO

* PLEASE INCLUDE   1. SELLERS INVOICE   STANDARD FORM 44a (Rev. 10-83)
   ZIP CODE   PRESCRBED BY GSA
          (See Instructions on Copy 2)   FAR (48 CFR) 53.213(c)

Annotations:
- increment by one for each SF44
- Amounts should be listed in the applicable currency terms EURO or US
- Paing Agent ensures totals
- EURO or US
- amount of payment
- Class A Agent fills out and signs
- Put the exchange rate if applicable. List the US value